DWD CARS ACCOUNTING REPORTS MANUAL

Income Maintenance Agencies

CHAPTER III

CARS #76

Correction: 9/01

PROFILE ID TITLE: IM FS/MA ALLOCATED

FULL TITLE: Income Maintenance Food Stamps and MA Allocated

REPORTING INSTRUCTIONS: Enter total Income Maintenance (IM) costs <u>less</u> any IM costs that are directly charged to any other program or contract addenda. Include IM share of AMSO as determined by the Local Personnel Master File (LPMF) or other <u>pre-approved</u> methodology.

Income Maintenance Unit costs should be reported to this profile as follows:

Charge costs for all staff whose assigned functions are IM, which includes Food Stamps and Medicaid eligibility determination, General Relief administration, etc.

The costs for the IM Unit include:

- Supervisor's salaries and fringe
- Workers', Aides' and Specialists' salaries and fringe
- Direct clerical support salaries and fringe
- Travel costs associated with the above
- Supplies, services and equipment that can be directly identified to the IM Unit

These expenses are allocated based on reported case counts on the monthly DES-3057 reports. See Chapter IV for flow chart and details of the allocations.

Profile 76 costs are allocated to the following Profiles:

117 IM Relief Block Grant281 IM Available Allocation

Counties must comply with the Department's <u>Financial Management Manual for Counties</u>, <u>Tribes</u>, and 51 Boards.

PROFILE TYPE: Allocated (G)

EXPENSES ROLL TO THIS PROFILE FROM: N/A

EXPENSES ROLL FROM THIS PROFILE TO: N/A

EXPENSES ALLOCATE TO THIS PROFILE FROM: N/A

EXPENSES ALLOCATE FROM THIS PROFILE TO: 117, 281

REIMBURSEMENT %: 100

PREPAYMENTS: 0

LIMITATIONS: N/A

FEDERAL CATALOG (CFDA) NUMBER: N/A

DIVISION RESPONSIBLE: Division of Economic Support